

TAB 15

Town of Lake Park Town Commission Agenda Request Form

Meeting Date: April 7, 2004

Agenda Item No. / 8

- | | |
|---|--|
| <input type="checkbox"/> PUBLIC HEARING
<input type="checkbox"/> Ordinance on Second Reading
<input type="checkbox"/> Public Hearing

<input type="checkbox"/> ORDINANCE ON FIRST READING

<input type="checkbox"/> GENERAL APPROVAL OF ITEM

<input type="checkbox"/> Other: | <input type="checkbox"/> RESOLUTION

<input type="checkbox"/> DISCUSSION

<input type="checkbox"/> BID/RFP AWARD

<input checked="" type="checkbox"/> CONSENT AGENDA |
|---|--|

SUBJECT: Community Development Block Grant Phase II E Agreement Amendment 001

RECOMMENDED MOTION/ACTION: That the Commission authorize the Mayor to execute Amendment 001 to the Agreement between Palm Beach County HCD and the Town of Lake Park changing the amount of funding from \$100,000 to \$126,000 for Stormwater Drainage in the NTA Phase II E.

Approved by Town Manager [Signature] Date: 4/2/04

Originating Department: Public Works	Costs: \$141,000.00 Funding Source: PB County And Lake Park Acct. # 190-53000	Attachments: Amendment 001 to the Agreement with The Town of Lake Park Letter from PB County HCD Letter from Director to PBC
Department Review: <input checked="" type="checkbox"/> City Attorney <u>[Signature]</u> <input type="checkbox"/> Community Affairs _____ <input type="checkbox"/> Community Development _____	<input type="checkbox"/> Finance _____ <input type="checkbox"/> Fire Dept _____ <input type="checkbox"/> Library _____ <input type="checkbox"/> PBSO _____	<input type="checkbox"/> Personnel _____ <input checked="" type="checkbox"/> Public Works <u>3/29/04</u> <input type="checkbox"/> Town Clerk _____ <input type="checkbox"/> Town Manager _____
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ or Not applicable in this case <u>X</u> _____ Please initial one.

Summary Explanation/Background: Total amount of project is \$141,000. HCD shall recommend to PBC the provision of an additional \$26,000 in funding for this project for a total of \$126,000. When Amendment 001 is fully executed, the additional funds will be available.



**Housing & Community
Development Department**

3323 Belvedere Road
Building #501
West Palm Beach, FL 33406
(561) 233-3601
FAX: (561) 233-3651
www.pbcgov.com



**Palm Beach County
Board of County
Commissioners**

Karen T. Marcus, Chair

Gasilotti, Vice Chairman

Jeff Koons

Warren H. Newell

Mary McCarty

Burt Aaronson

Addie L. Greene

County Administrator

Robert Weisman

An Equal Opportunity
Affirmative Action Employer

March 22, 2004

Mr. Paul E. Carlisle
Public Works Director
Town of Lake Park
650 Old Dixie Highway
Lake Park, FL 33403

Re: Drainage Improvements Phase II-E
Construction Contract Award - Amended HCD Approval

Dear Mr. Carlisle:

We are in receipt of your March 4, 2004, letter in connection with the referenced project. Please be advised that contract award to GMI Contracting, Inc., for \$100,000, is hereby approved, provided that all applicable procurement requirements established in our agreement for this project have been followed. This approval is also subject to the following:

- Invite HCD to the project pre-construction conference.
- Provide HCD with a copy of the executed contract and the payment and performance bond.
- Advise HCD of your efforts to comply with the Section 3 requirements applicable to this project.
- HCD shall recommend to the Palm Beach County Board of County Commissioners (BCC) the provision of an additional \$26,000 in funding for this project. An amendment to our funding agreement to increase the amount funded from \$100,000 to \$126,000, is enclosed for the City's signature. After BCC approval of the additional funds, the City shall prepare and execute Change Order #1 encompassing the addition of items amounting to \$26,175. This will increase the contract amount from \$100,000, to \$126,175. Approval of such change order is hereby granted provided the additional \$26,000 is approved by the BCC. Please provide this office with a copy of the executed Change Order #1 at such time. The Town shall disburse the first \$175 of construction costs, and any amounts needed for construction above the \$126,175, shall also be funded by the City.



March 22, 2004
Town of Lake Park- Page 2

- Request HCD approval prior to awarding any other change orders for this project.
- Since HCD funding will be devoted in its entirety to the construction contract, the City will be responsible for the payment of expenses associated with the consultant and the testing services. Accordingly, HCD approval of these services is not required.

This supersedes our March 16, 2004, letter regarding the same subject, and corrects the contractor's name to GMI Contracting, Inc.

Should you require any further information on the above, please contact Amin Houry, Manager, Housing and Capital Improvements, at 233-3625.

Sincerely,

A handwritten signature in black ink, appearing to read "RMH", is written over a horizontal line.

Remar M. Harvin, Director
Housing & Community Development

The Town of Lake Park



"Jewel" of the Palm Beaches

March 4, 2004

Mr. Remar M. Harvin, Director
Palm Beach County
Department of Housing and Community Development
3323 Belvedere Road
Building #501
West Palm Beach, Florida 33406

Re: CDBG Drainage Improvements in the NTA Phase IIE

Dear Mr. Harvin:

On February 19, 2004, bids for the Phase II E Drainage Improvements were opened. Attached is the recommendation from LBFH, Inc. to award the bid to GMI Contracting, Inc. (low bidder) for \$126,175.00, Technical Services for \$11,580.00, Contingency of \$2,495.00 and Testing for \$750.00 for a total of \$141,000.

The Town has been awarded \$100,000 by CDBG for this project. By way of this letter, the Town is asking to proceed with the award for construction to GMI, Contracting, Inc.

The Town will fund the Technical Services (Engineering) costs of \$11,580, Contingency of \$2,495 and Testing for \$750. Additionally, the Town is requesting from Palm Beach County, Housing and Community Development, to fund through a change order, the \$26,175 shortfall in the funding.

Please contact me should you require any additional information. Your help with this worthwhile project is appreciated.

Sincerely,

Paul E. Carlisle
Director of Public Works

Cc:
Jeff Renault, LBFH, Inc.
Enclosures

Department of Public Works

RE: SUBRECIPIENT AGREEMENTS AND AMENDMENTS TO AGREEMENTS

PLEASE ASSURE THE FOLLOWING WHEN RETURNING THESE DOCUMENTS TO HCD:

1. FOR AGREEMENTS AND AMENDMENTS:

SIGN ALL THREE DOCUMENTS IN BLUE INK

2. FOR AGREEMENTS AND AMENDMENTS:

SEAL ALL THREE DOCUMENTS

IF YOU DO NOT HAVE A SEAL YOU MUST PROVIDE A LETTER ON YOUR LETTERHEAD STATING THAT YOU DO NOT HAVE OR USE A SEAL FOR YOUR ORGANIZATION.

3. FOR AGREEMENTS AND AMENDMENTS:

DO NOT PUT A DATE ON THE DOCUMENTS.

THE DATE WILL BE PLACED ON THE DOCUMENTS BY THE CLERK OF THE COURT WHEN THEY ARE COUNTERSIGNED BY PALM BEACH COUNTY.

4. FOR AGREEMENTS:

**WHEN RETURNING AN AGREEMENT ATTACH A
CERTIFICATE OF INSURANCE.**

THE INSURANCE COVERAGE SHOULD MEET THE INSURANCE REQUIREMENTS IN THE AGREEMENT AS SHOWN IN THE "INSURANCE CLAUSE". THE CERTIFICATE MUST ALSO SHOW THE ADDITIONAL INSURED AS REQUIRED IN THE "INSURANCE CLAUSE".

**AMENDMENT 001 TO THE AGREEMENT
WITH
THE TOWN OF LAKE PARK**

Amendment 001 entered into this ____ day of _____, 2004, by and between Palm Beach County and the Town of Lake Park.

WITNESSETH:

WHEREAS, Palm Beach County entered into an agreement with the Town of Lake Park, on October 21, 2003, approved by Document R2003-1700, to provide \$100,000 of Community Development Block Grant funds for storm water drainage improvements; and

WHEREAS, the parties wish to increase the amount of funding, and

WHEREAS, both parties mutually agree that the original agreement entered into on October 21, 2003, is hereby amended as follows:

A. Part III - Section 1 - Maximum Compensation:

Substitute "\$126,000" for "\$100,000".

B. Exhibit A - Section II.A:

Substitute "\$126,000" for "\$100,000".

NOW THEREFORE, all items in the previous agreement in conflict with the amendment shall be and are hereby changed to conform to this amendment.

All provisions not in conflict with this aforementioned amendment are still in effect and shall be performed at the same level as specified in the Agreement.

(MUNICIPALITY SEAL)

TOWN OF LAKE PARK

By: _____
Paul Castro, Mayor

By: _____
Carol Simpkins, Town Clerk

By: _____
Attorney for Municipality
(Signature Optional)

(COUNTY SEAL)

**PALM BEACH COUNTY, FLORIDA, a
Political Subdivision of the State of Florida**

BOARD OF COUNTY COMMISSIONERS

ATTEST: Dorothy H. Wilken, Clerk
Board of County Commissioners

By: _____
Karen Marcus, Chair
Board of County Commissioners

By: _____
Deputy Clerk

Document No.: _____

Approved as to Form and
Legal Sufficiency

Approved as to Terms and Conditions
Dept. of Housing and Community Development

By: _____
Tammy K. Fields
Assistant County Attorney

By: _____
Amin Houry, Manager
Housing and Capital Improvements